



**INTERAGENCY AGREEMENT**  
**Between**  
**WASHINGTON STATE PARKS AND RECREATION COMMISSION**  
**And**  
**EASTERN WASHINGTON UNIVERSITY**  
**ARCHAEOLOGICAL & HISTORICAL SERVICES**

**ON-CALL ARCHAEOLOGICAL SERVICES**  
**AGREEMENT# IA 507-057**

**THIS AGREEMENT** is made and entered into by and between the Washington State Parks and Recreation Commission, hereinafter referred to as "PARKS," and Eastern Washington University hereinafter referred to as the "UNIVERSITY".

**IT IS THE PURPOSE OF THIS AGREEMENT** to provide the professional expertise that does not exist within the limited staff availability of PARKS and that the UNIVERSITY can perform on a mutually beneficial basis.

**THEREFORE, IT IS MUTUALLY AGREED THAT:**

**STATEMENT OF WORK**

The UNIVERSITY shall furnish the necessary personnel, equipment, material, and/or services and otherwise do all things necessary for or incidental to the performance of the work set forth in **Exhibit "A"** attached hereto and incorporated herein.

**PERIOD OF PERFORMANCE**

Subject to its other provisions, the period of performance of this Agreement shall commence on the date signed by PARKS, and be completed on June 30, 2007, unless terminated sooner as provided herein. Agreement shall automatically expire on June 30, 2007, unless extended by written amendment.

**PAYMENT**

Compensation for the work provided in accordance with this agreement has been established under the terms of RCW 39.34.130. The parties have estimated that the cost of accomplishing the work herein will not exceed **Five Hundred Thousand, and No/100ths Dollars (\$500,000.00)**. Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount prior to the commencement of any work which will cause the maximum payment to be exceeded. Compensation for services shall be based on the following rates and in accordance with the following terms, or as set forth in accordance with the budget in Exhibit "B" which is attached hereto and incorporated herein.

## **BILLING PROCEDURE**

The UNIVERSITY shall submit invoices no more often than monthly. Payment to the UNIVERSITY for approved and completed work will be made by warrant or account transfer by PARKS within 30 days of receipt of the invoice. Upon expiration of the contract, any claim for payment not already made shall be submitted within 30 days after the expiration date or the end of the fiscal year, whichever is earlier.

## **RECORDS MAINTENANCE**

The parties to this contract shall each maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

## **RIGHTS IN DATA**

Unless otherwise provided, data which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by PARKS. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

## **INDEPENDENT CAPACITY**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

## **AGREEMENT ALTERATIONS AND AMENDMENTS**

This agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

## **TERMINATION**

Either party may terminate this Agreement upon 30 days' prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

## **TERMINATION FOR CAUSE**

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

## **DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto. As an alternative to this process, either of the parties may request intervention by the Governor, as provided by RCW 43.17.330, in which event the Governor's process will control.

## **GOVERNANCE**

This contract is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. applicable state and federal statutes and rules;
- b. statement of work; and
- c. any other provisions of the agreement, including materials incorporated by reference.

## **ASSIGNMENT**

The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

## **WAIVER**

A failure by either party to exercise its rights under this agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

## **SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.

## **ALL WRITINGS CONTAINED HEREIN**

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

## **PROJECT MANAGEMENT**

The project representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

The Project Representative for UNIVERSITY is: Dr. Stan Gough, Director, Archaeological and Historical Services Department, Eastern Washington University, Fifth Street, Isle Hall 201, Cheney, Washington, 99004, telephone: (509) 359-2239, fax: (509) 359-6051.

The Project Representative for PARKS is: Mark Schulz, Environmental Specialist 4, Eastern Region Parks Development Service Center, Washington State Parks, 2201 North Duncan Drive, Wenatchee, Washington, 98801-1007, telephone: (509) 662-0418, fax: (509) 663-9754.

**IN WITNESS WHEREOF, the parties have executed this Agreement.**

**Washington State Parks and  
Recreation Commission**

**Eastern  
Washington University**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

By: Mark Schumock /s/ 02/05  
Assistant Attorney General

# **Interagency Agreement# IA 507-057**

## **Exhibit A**

### **Scope of Work**

#### **I. PURPOSE:**

Establish an “archaeological on call services” convenience contract whereby the selected consultant will work within agreed to parameters for an extended period of time (1-2 years) and with multiple projects to provide a wide variety of professional archaeological services as needed to construct capital development projects.

Capital developments include:

- Recreational facility construction, repair, and maintenance actions and activities (e.g. buildings, trails, marine structures, utilities, site grading, etc.)
- Land acquisition

#### **TYPICAL WORK TO INCLUDE:**

- Archaeological site work and research in support of state and federal requirements.
- Furnishing the necessary qualified and professional personnel, equipment, material, and/or services to conduct archaeological (pedestrian and shovel testing) surveys of selected lands.
- Utilizing relevant field procedures consistent with applicable state and federal laws and archaeological survey procedures administered by the Department of Archaeology and Historic Preservation.
- Conducting archaeological data recovery and monitoring during construction activities. Work will utilize all relevant field procedures consistent with applicable state and federal laws.
- Preparing draft and final construction monitoring (Report of Findings) reports.
- Coordinating by fax, telephone, mail, and e-mail with the Washington State Parks and Recreation Commission (Commission), the Washington State Department of Archaeology and Historic Preservation (DAHP), interested Indian Tribes (Tribes), and state, local, and federal agencies; as necessary.
- Conducting comprehensive archaeological resources literature reviews and records searches.
- Attending interagency agency meetings, including Section 106 National Preservation Act (NHPA) (36 CFR Part 800) consultation meetings with interested tribes/consulting parties.
- Completing draft and final Archaeological Resource Protection Act (ARPA) permit applications for submission to the lead federal agency and DAHP, as appropriate.
- Developing Area of Potential Effect (APE) maps and descriptions, in coordination with the Commission and the lead federal agency and in consultation with interested tribes and the State Historic Preservation Officer (SHPO).
- Excavating test units within the footprint of the proposed project excavation area, as needed, to evaluate the presence and nature of buried cultural resource deposits.
- Completing (or updating) HRHP Determination of Eligibility form(s) for any historic properties within the APE. All identified archaeological sites will be documented using the Washington Archaeological Site Inventory Form.

- Providing technical reviews and comments on draft project plans (drawings) to assist with the development of mitigation measure to avoid any adverse impacts to identified historic properties.
- Preparing draft and final archaeological reports. Reporting guidelines will follow those established by the DAHP.
- Preparing draft and final Treatment Plans describing the range of treatment options in the event that intact archaeological deposits are present within the APE and adverse impacts cannot be avoided.
- Providing technical advice and recommendations to State Parks during development of Memorandum of Agreements (MOA) negotiated under provisions of the NHPA and/or Government to Government Consultation (Executive Order 13175).
- Completing draft and final ARPA permit applications for submission to the Commission and the lead federal agency and DAHP for data recovery investigations.
- Preparing draft and final archaeological data recovery reports (Report of Findings) resulting from completion of the Archaeological Treatment Plan describing project research objectives, methods, and findings. Reporting shall follow those guidelines established by DAHP.
- Preparing draft and final popular summaries (10 pages or less) of the data recovery findings in non-technical prose suitable for the general public and media.
- Providing public presentation in the local communities on the results of data recovery efforts.
- Preparing and providing formal presentations at professional conferences.
- As necessary, managing contracts for any special studies and analysis including, but not limited to: radiocarbon age determination, stone tool and lithic debitage analysis, lithic provenance studies, bone tool analysis, geo-sedimentary investigation and analysis, forensic anthropological analysis, palynology, and faunal analysis.

Service Area – Eastern Washington (Adams, Asotin, Benton, Chelan, Columbia, Douglas, Ferry, Franklin, Grant, Kittitas, Klickitat, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman, and Yakima counties).

## II. SERVICE AGREEMENT GUIDELINES AND COMMITMENTS

Due to the nature of this contract as providing “on-call archaeological services” the Commission and the Consultant will agree that prior to authorizing any work under this contract; the following elements will be discussed and agreed to:

- Each item of work under this agreement will be provided by Task Order, an example of which is attached and incorporated into this agreement as Attachment 1 – Task Order.
- Each Task Order will be individually negotiated with the Consultant.
- Each Task Order will be considered a separate contract, identifying the maximum amount authorized, start date and end date, and scope of work specific to the task.
- Each Task Order will be submitted to the Commission within 48 hours of receipt of the scope of services for said task.
- Each Task Order shall include the Consultant’s proposed schedule for completing said work. If the proposed schedule is not acceptable to the Commission and agreement cannot be reached on a new schedule, then the Commission retains the right to not to execute the Task Order with the Consultant and to seek other professional services, as it deems necessary.
- The terms of the Task Order cannot be modified without written approval from the Commission and the Consultant. Any work performed outside of the terms and conditions of the Task Order will not be considered for reimbursement.
- The capabilities of the Consultant to provide or facilitate the execution of professional archaeological services within agreed to timelines and conditions. The products, permits and other deliverables to be provided to the Commission for the project assigned.

- The Commission and Consultant will agree to meet in-person (and/or telephonically) on a case by case basis, discuss project objectives and deliverables, compensation terms and project timelines will include initial site visits as needed.
- Agreement on points of contact, lead staff and communication methods and schedules to be applied to the project assigned.
- The estimated total hours and budget to be allocated by the Commission to the Consultant and the assigned project. Requests to exceed total project budget and/or modification of agreed to deliverables must be agreed to by the parties to this agreement and be in writing by the Commission.

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**END SCOPE OF WORK**

# ATTACHMENT 1 TASK ORDER



## WASHINGTON STATE PARKS TASK ORDER

TASK ORDER NUMBER:	CONTRACT NUMBER:
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This Task Order is issued under the provisions of a CONSULTANT contract. The services authorized are within the scope of services set forth in the Purpose of the contract. All rights and obligations of the parties shall be subject to and governed by the terms of the contract, including any subsequent modifications, which are hereby incorporated by reference.

PARK NAME:

PROJECT NAME (As shown on Capital Cost Code list):

STATEMENT OF WORK:

DELIVERABLE(S) AND DUE DATE(S):

**Deliverables are subject to review and approval prior to payment.  
(Attach additional sheets if necessary)**

TASK START DATE	TASK END DATE
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### BUDGET

	DESCRIPTION / TASK	QUANTITY	UNIT (HRS.)	UNIT COST	TOTAL
1.					
2.					

**AGENCY shall pay an amount not to exceed**

**Both the Agency and the Contractor are responsible for ensuring Task performed is within the scope of this Task Order. The Agency must monitor proper compliance with the terms of this Task Order and RCW 39.29. Any Changes or amendments to this Task Order must be in Writing and Approved by the Agency.**

**IN WITNESS WHEREOF, the parties have executed this Task Order.**

CONTRACTOR		AGENCY Approval	
CONTRACTOR AUTHORIZED REPRESENTATIVE SIGNATURE	DATE	AGENCY Approval	DATE
TASK MANAGER (Print Name):		PROJECT REPRESENTATIVE (Print Name):	
TELEPHONE NUMBER:		TELEPHONE NUMBER:	
EMAIL:		EMAIL:	

R-135 (10/2003)

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## Exhibit B

### Budget

Rates current as of December 2005, subject to change

Name	Hours	Rate	Salary	OASI (0.0765)	PERS (.02440)	TIAA (0.05- 0.1)*	Unempl. (.005)	St. Ind. (.19705)	Health (3.81)	Leave (0.28)	Indirects (0.64)**	Total***
<i>AHS Staff:</i>												
Arndt - Secretary	1	\$13.66	\$13.66	\$1.04	\$0.33		\$0.07	\$0.20	\$3.81	\$3.82	\$8.74	\$31.68
Boreson - Archaeologist	1	\$23.10	\$23.10	\$1.77		\$2.31	\$0.12	\$0.20	\$7.62	\$6.47	\$14.78	\$56.36
Crisson - Archaeologist	1	\$18.66	\$18.66	\$1.43		\$1.87	\$0.09	\$0.20	\$3.81	\$5.22	\$11.94	\$43.22
Gough - Director	1	\$31.24	\$31.24	\$2.39		\$3.12	\$0.16	\$0.20	\$3.81	\$8.75	\$19.99	\$69.66
Emerson - Program Director	1	\$26.41	\$26.41	\$2.02		\$2.64	\$0.13	\$0.20	\$3.81	\$7.39	\$16.90	\$59.51
Ives - Archaeologist	1	\$16.26	\$16.26	\$1.24		\$1.22	\$0.08	\$0.20	\$3.81	\$4.55	\$10.41	\$37.77
Luttrell - Archaeologist/Historian	1	\$22.41	\$22.41	\$1.71		\$2.24	\$0.11	\$0.20	\$3.81	\$6.27	\$14.34	\$51.10
McKenney - Cartographer/Archaeologist	1	\$19.25	\$19.25	\$1.47		\$1.93	\$0.10	\$0.20	\$3.81	\$5.39	\$12.32	\$44.46
Sharely-Hubbard - Archaeologist	1	\$16.26	\$16.26	\$1.24		\$1.63	\$0.08	\$0.20	\$3.81	\$4.55	\$10.41	\$38.18
Stevens - Archaeologist	1	\$21.39	\$21.39	\$1.64		\$2.14	\$0.11	\$0.20	\$5.08	\$5.99	\$13.69	\$50.23
Walker - Archaeologist	1	\$18.66	\$18.66	\$1.43		\$1.40	\$0.09	\$0.20	\$3.81	\$5.22	\$11.94	\$42.75
Willis - Archaeologist	1	\$18.04	\$18.04	\$1.38		\$0.90	\$0.09	\$0.20	\$3.81	\$5.05	\$11.55	\$41.02

Radiocarbon Analyses - Beta Analytic	\$595/sample (AMS date); \$450/sample (standard date)
Faunal Analyses - Dr. R. Lee Lyman	\$40/hour
Botanical Analyses - Botana Labs	\$60/hour
Obsidian Sourcing - Dr. Richard Hughes	\$30/sample
Tephra Analyses - Dr. Franklin F. Foit	\$250/sample
Palynology - Paleo Research Institute	\$242/sample
Protein Residue Analyses - Paleo Research Institute	\$160/sample

\* TIAA retirement rate varies

\*\* Indirect rate negotiated with Federal cognizant agency for 7/1/04-6/30/07; applied to salaries and wages only.

\*\*\* Loaded hourly rate

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**END BUDGET**